

3.2 Development Review & Permitting

3.2.1 Introduction

The goal of this section is to reduce the impacts of new development and redevelopment on water quality in the City of San Diego. For this section, the term “development” refers to any project that requires construction permits, development permits/approvals, and subdivision approvals from the City of San Diego. This program component is applicable to the Development Services Department. The planning and site design of development projects by City departments is addressed in Component 3.3, *City CIP Project Planning & Design*. With the adoption of the City’s Standard Urban Storm Water Mitigation Plan (SUSMP), there will be new storm water requirements to implement one or a combination of storm water BMPs including, 1) site design BMPs, 2) source control BMPs, and 3) structural treatment BMPs for specific priority projects. Storm Water Best Management Practices are commonly referred to as best management practices (BMPs) or storm water practices (these terms may be used interchangeably). This component uses the term BMPs. The City’s program must meet the requirements of the Municipal Storm Water Permit, as described in Table 3.2-1, “Permit Requirements – Development Review & Permitting.”

Table 3.2-1. Permit Requirements – Development Review & Permitting.

Section	Requirement (Summary)	Permit Section
3.2.2	Modify development project planning & approval process	F.1.b.(1)
3.2.2	Incorporate the jurisdictional Standard Urban Storm Water Mitigation Plan (SUSMP) into the development project planning & approval process	F.1.b.(2)
3.2.2	Revise Environmental Review Process	F.1.c.
3.2.2	Review and Update Grading Ordinance	F.2.b.
3.2.2	Modify construction and grading plan review process	F.2.c
3.3.2	Implement an educational program for all pertinent target audiences regarding impacts of development & construction on water quality	F.1.d. F.2.j
3.2.2	Designate and Implement an Educational Program for all pertinent target audiences	F.4.a F.4.b F.4.c
3.2.3	Develop a budget for storm water expenditures for each fiscal year covered by the Municipal Permit	F.8
3.2.4	Document activities for Jurisdictional Urban Runoff Management Program Annual Report	I

This component's objectives are to:

- Modify the City's development review process to incorporate storm water quality protection principles into the site planning and review of development projects;
- Develop procedures to ensure post-construction storm water best management practices are incorporated into private projects, including jurisdictional SUSMP requirements, where applicable;
- Develop procedures to include construction sediment and erosion control measures into private project plans and permits when excavation or grading is to occur;
- Educate project managers, designers and consultants and other target audiences about water quality laws and regulations, connections between land use decisions and water quality, construction and post-construction storm water quality design approaches, and the State General Storm Water Construction Permit requirements;
- Provide information to applicants on the process of reviewing development projects for compliance with storm water protection requirements;
- Identify a phased implementation schedule and associated estimated costs needed to implement the Development Review & Permitting component through the five-year life of the Municipal Permit;
- Develop a system to document storm water pollution prevention activities, and submit findings annually to the Storm Water Program.

3.2.2 Activities

In order to effectively implement the development regulation changes, development review procedures and education and training outlined below, the Development Services Department shall maintain a designated coordinator or coordinators to maintain a working understanding of the Municipal Permit so that he/she can provide guidance to department management and staff in implementing the Development Review & Permitting Component of the Urban Runoff Management Plan. The name(s) of the coordinator shall be submitted to the Storm Water Program by Thursday, February 21, 2002—the Urban Runoff Management Program implementation date. The Development Services Department shall provide the names of new representatives whenever the designated coordinator is replaced. The Storm Water Program will interact with the coordinator(s) to provide the latest Municipal Permit information and to request annual compliance reports from the Development Services Department.

The Development Services Department will conduct the following activities, which are further described in the Activities section below:

- Review and update the City's development regulations to incorporate the Municipal Permit's storm water protection requirements;
- Incorporate water quality requirements into the development review and permitting processes, including the environmental review, and discretionary and ministerial permit review processes;
- Develop and implement education and training programs for Development Services staff;
- Develop and implement an education program for all pertinent target audiences.

Development Regulation Revisions

Storm Water Management & Discharge Control Ordinance

The City of San Diego enacted the Storm Water Management and Discharge Control Ordinance¹, (Storm Water Ordinance) SDMC §43.03, et seq., in 1993. The ordinance seeks to ensure the health, safety, and general welfare of San Diegans by prohibiting pollutants from entering the storm water conveyance system, thereby enhancing the water quality of the City's beaches, bays, and wetlands. The Storm Water Pollution Prevention Program amended the Storm Water Ordinance in 2001 to bring the ordinance into compliance with the requirements in the Municipal Permit. The Storm Water Ordinance conveys the City's storm water protection requirements relating to development to the Grading (Land Development Code [LDC] §142.0146), and Drainage Regulations LDC §142.0146, which have been renamed to the Storm Water Runoff Control and Drainage Regulations.

Grading & Storm Water Runoff Control and Drainage Regulations

The Development Services Department revised the Grading and Storm Water Runoff Control and Drainage regulations (Land Development Code §142.0101 et seq., and §142.0201, et seq., respectively), to incorporate the Municipal Permits requirements into the City's development regulatory framework. The changes to the Grading and Storm Water Runoff Control and Drainage Regulations became effective on November 16, 2001. The ordinance revisions define storm water best management practices necessary to control storm water pollution from sediments, erosion, and construction materials to the maximum extent practicable during construction and during the permanent use of developed sites.

Standard Urban Storm Water Mitigation Plan (SUSMP)

The Storm Water Program, in cooperation with the other Copermittees (other jurisdictions subject to the San Diego Regional Water Quality Control Board's Order 2001-01, commonly referred to as the San Diego Municipal Storm Water Permit, or Municipal Permit) under the San Diego Municipal Permit, developed and adopted a

¹ <http://clerkdoc.sannet.gov/Website/mc/MunicodeChapter04.html>

Model SUSMP for the entire region that was collectively adopted by the Copermittees. The local SUSMP identifies specific post-construction site design, source control and treatment control storm water BMPs that must be implemented on certain larger development projects, called “Priority Projects.” The City of San Diego will be developing a jurisdictional, or local SUSMP, that complies with the requirements in the Model SUSMP. The local SUSMP will be implemented within six months of the Regional Board's adoption of the Model SUSMP. Any additional changes to the City's development regulations, brochures or guidelines will be revised to incorporate the local SUSMP prior to this implementation deadline.

Drainage & Storm Water Best Management Practices Design Manual

The Development Services Department, in cooperation with the Storm Water Program and Engineering & Capital Projects Department, will expand the City's Drainage Design Manual (give current approval date) to include construction and post-construction storm water best management practices (SWPs) requirements, including Standard Urban Storm Water Mitigation Plan (SUSMP) requirements. The Drainage Design Manual will contain project planning guidance, design specifications & standard drawings, and technical requirements for construction and post-construction (including SUSMP) storm water best management practices. Until the Drainage Design Manual is updated, the Development Services Department adopted the “Reference Guide for Stormwater Best Management Practices” (July 2000), as an interim guidance document until the Drainage Design Manual is revised and implemented.

Project Submittal Requirements Packet

The “Minimum Submittal Requirements Checklists” in Sections 2 – 4 of the *Project Submittal Requirements Packet*, will be amended to include a line item submittal requirement for a “Storm Water Requirements Questionnaire.” This questionnaire will be an appendix to the *Storm Water Best Management Practices Requirements* Information Bulletin discussed below, and will contain a set of questions that will determine whether each proposed project is subject to construction and/or post-construction storm water BMP requirements. This questionnaire will be required to be completed and signed by the project proponent and included in the project submittal prior to deeming the project submittal complete.

Information Bulletin

The Development Services Department, in cooperation with the Storm Water Program, will prepare a *Storm Water Best Management Practices Requirements* Information Bulletin for use by project proponents. The bulletin, which will be made available in the Development Services Center lobby located at 1222 First Avenue, 3rd floor, and via the internet², will include a narrative summarizing the federal, State and City storm water requirements, including contact information to relevant agencies, and references to

² <http://www.sannet.gov/development-services/>

Federal, State, City Land Development Code storm water regulations, and a step-by-step discussion of how and when the storm water requirements are incorporated into the development review process, and what storm water responsibilities the project proponent, the public, City staff, decision-making bodies, and the Regional Water Quality Control Board have in the development review process. The bulletin will include a “Storm Water BMP Requirements Questionnaire,” which will contain a set of questions that will determine whether each proposed project is subject to construction and/or post-construction storm water practices requirements, and a series of checklists to be used by project proponents and City review staff to determine whether construction and post-construction storm water best management practices have been adequately addressed in proposed projects.

CEQA Initial Study Checklist

The Environmental Analysis Section (EAS) of the Development Services Department, in consultation with the Storm Water Program, updated the City’s “Initial Study Checklist” under the California Environmental Quality Act (CEQA) to incorporate additional focused questions to be considered by EAS staff during the Initial Study process under CEQA.

Development Review Process

The City of San Diego’s Grading and Storm Water Runoff Control and Drainage regulations, via the Storm Water Ordinance, requires new development and redevelopment projects to incorporate into project plans and permit conditions the necessary storm water best management practices to control storm water pollution during construction and throughout the use of a developed site prior to issuance of any applicable discretionary (development permits/approvals, subdivision approvals or policy approvals) or ministerial (construction permits and some subdivision approvals) permits. The construction and post-construction BMPs that are required are site-specific and vary based on the project’s potential impact on storm water and receiving water quality. The effective date of this component is February 21, 2002 and outlines the review process that applies to project applications submitted or “in process” on or after February 21, 2002.

Storm water BMPs will be implemented through the development project review process. During the review process, City staff will review the plans for compliance with the City’s General Plan, zoning ordinances, and other applicable local ordinances and codes, including storm water requirements. City staff will ensure that plans, specifications, and permit conditions contain appropriate storm water BMPs. The reviewer will also determine if a project design needs to be modified to address storm water pollution prevention objectives. Additionally, staff will consider all input received from the public during the project review process, and require changes and/or additions to proposed projects, where appropriate.

All projects that require construction and/or post-construction storm water BMPs shall not be approved or recommended for approval by staff (where projects require discretionary approvals) until all applicable requirements have been satisfactorily incorporated into the project plans, specifications and permit conditions.

Project Review Process

Proposed projects applying for ministerial or discretionary permits will follow the process outlined in the steps below. (Note: the process described below includes provisions for all construction and post-construction BMP requirements required by the Municipal Permit, including SUSMP requirements. However, the City's local SUSMP will not become effective until approximately six to nine months after February 21, 2002, when all other construction and non-SUSMP post-construction requirements become effective.)

- **Step 1** – Identify the project's BMP requirements. Development Services staff will identify if proposed projects are subject to construction or post-construction BMP requirements after the project is submitted and distributed to appropriate staff for review using the "Storm Water BMP Requirements Questionnaire" included as an attachment to the *Storm Water Best Management Practices Requirements* Information Bulletin (see Information Bulletin sub-section beginning on page 3.2-4). For construction permits, staff will rank proposed construction projects into high, medium or low priority categories according to the criteria established in Component 3.4, *Construction Contracts*. For discretionary permits and ministerial building permits, staff will determine whether projects are subject to non-SUSMP and SUSMP post-construction requirements. If the project is subject to construction or post-construction BMPs, the project proponent is required to prepare and submit a conceptual water pollution control plan which includes project characteristics, details, site conditions, proposed BMPs, site plan, drainage plans, and other project specific information. The water pollution control plan will include all SUSMP requirements, if applicable. (note: because proposed discretionary projects are required only to submit conceptual site and grading plans, discretionary projects do not need to submit a construction water pollution control plan, but permits shall be conditioned to require the approval of a construction water pollution control plan prior to issuance of any construction permit.) To assist project applicants in identifying storm water BMP requirements and to provide guidance in incorporating appropriate storm water BMPs into project plans, staff should direct project proponents to the *Storm Water Best Management Practices Requirements* Information Bulletin.

For projects that have not yet been submitted, project proponents will be directed to make an appointment at the Development & Permit Information counter in the Development Services Center lobby.

- **Step Two** – Determine adequacy of project’s proposed storm water BMPs. The Land Development Review Division’s engineering staff will review proposed projects against the “Construction BMP Requirements Checklist” and “Post-Construction BMP Requirements Checklist” (a copy of each will be attached to the *Storm Water Best Management Practices Requirements Information Bulletin*) to determine the adequacy of a project’s proposed storm water BMPs. In addition, the Storm Water Program has developed a Storm Water Pollution Prevention Plan (SWPPP) checklist for use by Project Managers. These checklists identify quantitative and qualitative construction and post-construction performance standards projects will be reviewed against. For specific construction and post-construction BMP design guidance, staff will refer to the City of Los Angeles’ “Reference Guide for Stormwater Best Management Practices” (July 2000), until the City of San Diego’s Drainage Design Manual is updated to include construction and post-construction storm water BMP design specifications and guidance. In addition, staff will also review projects against the construction BMP guidance identified in Component 3.4, *Construction Contracts*, and post-construction BMP guidance identified in Component 3.3, *City CIP Project Planning & Design*, and summarized below.

Post-Construction BMP Selection Methodology:

Staff will consider both interim (construction) and long-term (post-construction) storm water quality as part of project review. Storm water BMPs will be included in the project plans, specifications or permit conditions to mitigate the project impacts. Because of the variety of projects, there is no “one size fits all” approach to storm water pollution prevention; approval of BMPs will be made on a case-by-case basis. The following discussion outlines the methodology for reviewing proposed BMPs, and includes a list of BMPs that may be used to minimize the introduction of pollutants of concern that may result in significant impacts to receiving waters.

- Review Site Design BMPs: Storm water control can be achieved through the creation of a hydrologically functional project design that attempts to mimic the natural hydrologic regime. This objective is accomplished by:
 - Reducing imperviousness, conserving natural resources and areas, maintaining and using natural drainage courses in the storm water conveyance system, and minimizing clearing and grubbing.
 - Providing runoff storage measures dispersed uniformly throughout a sites landscape with the use of variety of detention, retention, and runoff practices.
 - Implementing on-lot hydrologically functional landscape design and management practices.
- Review Source Control BMPs: Source control BMPs include storm drain stenciling or signage, design outdoor material storage areas to reduce pollution introduction, design trash areas to reduce pollution introduction, use efficient irrigation systems & landscape design

- Review Treatment Control BMPs: As appropriate, projects shall include structural treatment BMPs (e.g., biofilters, detention basins, infiltration basins, wet ponds or wetlands, drainage inserts, filtration, and continuous flow deflection systems).
- If applicable, ensure the project proponent has obtained and complied with the State General Storm Water permit requirements, including preparation of a Storm Water Pollution Prevention Plan (SWPPP) for the construction site. This should be made a permit condition in discretionary permits.
- Consult with the Storm Water Program regarding the application of specific post-construction BMPs.

Suggested Post-Construction BMPs

Site Design BMPs:

Minimizing Impervious Areas

- Reduce sidewalk widths incorporate landscaped buffer areas between sidewalks and streets.
- Design residential streets for the minimum required pavement widths
- Minimize the number of residential street cul-de-sacs and incorporate landscaped areas to reduce their impervious cover.
- Use open space development that incorporates smaller lot sizes
- Increase building density while decreasing the building footprint
- Reduce overall lot imperviousness by promoting alternative driveway surfaces and shared driveways that connect two or more homes together
- Reduce overall imperviousness associated with parking lots by providing compact car spaces, minimizing stall dimensions, incorporating efficient parking lanes, and using pervious materials in spillover parking areas

Increase Rainfall Infiltration

- Use permeable materials for private sidewalks, driveways, parking lots, and interior roadway surfaces (examples: hybrid lots, parking groves, permeable overflow parking, etc.)
- Direct rooftop runoff to pervious areas such as yards, open channels, or vegetated areas, and avoid routing rooftop runoff to the roadway or the urban runoff conveyance system

Maximize Rainfall Interception

- Maximizing canopy interception and water conservation by preserving existing native trees and shrubs, and planting additional native or drought tolerant trees and large shrubs.

Minimize Directly Connected Impervious Areas (DCIAs)

- Draining rooftops into adjacent landscaping prior to discharging to the storm drain
- Draining parking lots into landscape areas co-designed as biofiltration

areas

- Draining roads, sidewalks, and impervious trails into adjacent landscaping

Slope and Channel Protection

- Use of natural drainage systems to the maximum extent practicable
- Stabilized permanent channel crossings
- Planting native or drought tolerant vegetation on slopes
- Energy dissipaters, such as riprap, at the outlets of new storm drains, culverts, conduits, or channels that enter unlined channels

Maximize Rainfall Interception

- Cisterns
- Foundation planting

Increase Rainfall Infiltration

- Dry wells

Source Control BMPs:

- Storm drain system stenciling and signage
- Outdoor material and trash storage area designed to reduce or control rainfall runoff
- Efficient irrigation systems

Treatment Control BMPs:

Biofilters

- Grass swale
- Grass strip
- Wetland vegetation swale
- Bioretention

Detention Basins

- Extended/dry detention basin with grass lining
- Extended/dry detention basin with impervious lining
- Catch basin screens

Infiltration Basins

- Infiltration basin
- Infiltration trench
- Porous asphalt
- Porous concrete
- Porous modular concrete block

Wet Ponds and Wetlands

- Wet pond (permanent pool)
- Constructed wetland

Drainage Inserts

- Oil/Water separator
- Catch basin insert
- Storm drain inserts

Filtration Systems

- Media filtration
- Sand filtration

Continuous Flow Deflection/ Separation Systems

- Swirl Concentrator

The Environmental Analysis Section (EAS) is responsible for using the CEQA Initial Study checklist and consultation with other project review staff to identify projects that may result in water quality impacts during and/or after construction. EAS will review proposed discretionary projects subject to environmental review under the California Environmental Quality Act (CEQA), including City CIP projects, to independently determine where proposed projects may have potentially significant impacts on the environment. To assist in identifying appropriate measures to mitigate potentially significant impacts to below a level of significance, EAS staff will consult with LDR engineering staff to determine what construction and post-construction storm water BMP requirements have been identified by engineering staff.

The Development Services Department will provide public access to all proposed project files for projects that are “in process.” Staff will direct public inquiries to the Land Development Review Division, at (619) 446-6400. The public will be able to make appointments to view project files and submit comments to the project’s development project manager. Comments will be forwarded to the appropriate review staff for consideration prior to staff approval. Because discretionary projects are only required to submit conceptual plans, staff will inform the public that comments will only be applicable to post-construction storm water BMPs.

- **Step Three** – Include BMP requirements in permit conditions, and where appropriate, into plans and specifications. Proposed projects must include all required construction and post-construction storm water BMPs in permit conditions, satisfactory to City staff. Where appropriate as determined by City staff, projects may also be required to graphically show proposed BMPs on plans or textually in plan specifications. For discretionary permits, plans and specifications do not need to identify construction BMPs (see Step One, above), but must include condition(s) in the permit to assure construction BMPs will be satisfactorily provided on the plans prior to issuance of construction permits.

Project permits must also assure adequate proof of storm water BMP maintenance during construction and throughout the life of the project. The

method of maintenance must be identified in the permit conditions prior to permit issuance. Additionally, the mechanism to assure construction or post-construction BMP maintenance must be executed prior to the start of construction.

- **Step Four** – (Where applicable) Review previously approved discretionary permits during the construction permit review process for post-construction BMPs identified in discretionary approvals, or equivalent. Staff will review projects submitted for construction permits and determine whether the project received any previous discretionary approvals. Where previous permit approvals identified construction or post-construction BMPs, staff will ensure those BMPs, or their equivalent, are incorporated into construction plans, specifications or permit conditions. In addition, staff will identify any additional storm water BMP requirements necessitated by project design changes proposed since the discretionary approval was originally issued, using the process identified in Step 1, above. For projects which received previous approvals prior to the date that the local SUSMP is implemented, but are submitted for construction permits after the local SUSMP implementation date, the project will be required to incorporate SUSMP requirements into the project design.
- **Step Five** – (Where applicable) Review proposed revisions to approved projects for additional storm water requirements. Projects with previous discretionary approvals proposing changes to the project through Substantial Conformance Review (SCR), will be re-evaluated for storm water BMP requirements using the process identified in Step 1, above. If the project's proposed changes would create the need for new storm water BMPs that are not in substantial conformance with the BMPs identified in the original approval, a minor to significant project redesign or an amendment to the previously approved permit to incorporate additional BMPs may be required.

The review process outlined above is general in nature and is subject to change. However, all construction and post-construction storm water BMP requirements required by this component and the Municipal Permit will continue to be implemented in the event that the development review process is modified.

Education & Training

1. Internal/Municipal Education:

The City of San Diego plans to conduct two levels of education and training for staff: General and Activity Specific. All staff will receive a basic introduction to the issue via a "General Storm Water" workshop created and funded by the General Services Storm Water Pollution Prevention Program. Additionally, those departments or work groups

that perform work activities specifically identified in, and affected by, the Permit will create and execute and fund Activity Specific training sessions to introduce new work processes, functions and behaviors that incorporate the Best Management Practices (BMPs) necessary for staff to prevent illegal discharges into the City's storm water collection and conveyance system and recreational waters. Additionally, the Departments will fund the External Education and Outreach elements in this plan. All education and outreach covered by the permit shall contain the phrase, "Another City of San Diego Think Blue Program protecting our beaches, bays and watersheds."

A) General Storm Water Training Funded By the Storm Water Program:

The General Storm Water workshops, while created and funded by the Storm Water Program, are primarily being given by trainers to the staff of their respective departments. And, Items 2,3,4,5 and 6, below, are the educational materials created for the workshops. A "Train the Trainer " workshop was also created and given by the Storm Water Program (Item 7) to familiarize the trainers on the material and subject matter prior to rolling out the General Training workshop to their department staff.

Table 3.2-2. Storm Water Program General Training.

ITEM	AVAILABLE
1. Clean Water Leader/3-Cs BMP Reference Card	July 2001
2. General Storm Water Training Video	October 2001 To be completed by June 2002
3. City Employee Brochure	October 2001
4. Stop Pollution Pad	October 2001
5. Employee Knowledge & Behavior Survey. To be given before and after each General Storm Water Workshop by department trainers	October 2001
6. Frequently Asked Questions for department Trainers	October 2001
7. Train the Trainer Sessions. Training of department trainers on content and materials for the General Storm Water Workshops	September 10-14, 2001
8. Storm Water Newsletter	July/August 2002*

** Note that Items 1 through 7 occurred in FY 2002 and reflect actual costs for city-wide distribution, and that Item 8 is slated for Fiscal Year 2003 and reflects an estimated cost and available date.*

B) Activity Specific Storm Water Best Management Practices Training(s):

The Development Services Department will work closely with the Storm Water Program to create a complete training module for staff and to establish a system to update and improve the information and training materials available to staff.

Table 3.2-3. Department Training Activities.

ITEM	AVAILABLE*
1. Identify needs, create and execute Activity Specific trainings/workshops.	Training completed by February 2003
2. Create Storm Water BMP Reference Binders for Staff	Completed by February 2003
3. Update BMP Reference Binders - Annually	June 2004
4. Create storm water BMP job task checklist for staff. Update to include SUSMP requirements.	February 2002 & Fall 2003 (SUSMP)
5. Storm Water BMP Bulletin Boards in Employee Area(s) [Inspection Services]	June 2003
6. Train new employees on Storm Water activities. General and Activity Specific.	New Employee Orientation
7. An applied knowledge demonstration of the classroom, computer simulator or tailgate training session. (Inspection Services, others as needed)	Completed by February 2003

* Note the completion dates listed are estimated. Actual completion dates may vary depending upon other program factors.

2. External Education:

The Development Services Department has initially identified the following audiences that will be targeted for storm water education using the education/outreach tools listed in table 3.2-4, below: Land Development Code Monitoring Team, construction contractors, project applicants, community planning groups, general public and educational institutions.

Table 3.2-4. Department External Education Activities.

ITEM	AVAILABLE *
1. All construction projects (public and private) shall have an illegal discharge reporting phone number posted on a project sign readily visible to the public.	February 2002
2. All construction projects shall reference on a project sign erosion control efforts in the public right-of-way and the importance of leaving the protective barriers in place during construction. (OK to combine with #1)	February 2002

ITEM	AVAILABLE *
3. All publicly funded education/outreach covered by the permit shall contain the phrase, "Another City of San Diego Think Blue program protecting our beaches, bays and watersheds".	November 2001
4. City Development Services and Storm Water Pollution Prevention Program senior staff shall educate the impacted targeted audiences by participating in seminars, workshops and other educational avenues offered by the local professional organizations, such as EGCA; ASCE, BIA, AGC, etc. when opportunities arise.	Initiate February 2002
5. The City newsletter "Permit Press" shall run a series of informational articles regarding the changes to the permit process resulting from the City of San Diego's adoption and implementation of policy and procedure changes related to Storm Water.	Initiate February 2002
6. Articles to local trade publications and journals shall be written and offered for publication by Development Services.	Initiate February 2002
7. The Development Services Department shall prepare an information "Bulletin" outlining the City's water quality requirements and applicable procedures, plans, forms and regulations. The Bulletin shall be available at City public counters as appropriate.	February 2002, update Fall 2003
8. Storm Water information shall be made available on the Department Web Site.	October 2002
9. All new residential development shall provide to owners (place/post in new homes i.e. garage) a reference poster with the City of San Diego Storm Water Hotline, Sewer Break emergency and Water Break emergency hotline phone numbers. The poster shall also contain a list of Storm water best management practices new homeowners can adopt to help keep their storm drain collection system pollutant free. This poster shall identify itself as being an element of the City of San Diego's "Think Blue program protecting our beaches, bays and watersheds."	October 2002
10. All new development shall use Storm Drain Concrete stamps OR Thermoplastic reflective pavement markings or stencils that are bilingual (English and Spanish or appropriate), and read "No Dumping! Drains to Ocean (Bay)."	February 2002

* Note the completion dates listed are estimated. Actual completion dates may vary depending upon other program factors.

3.2.3 Phasing

Year 1 (July 1, 2001 – June 30, 2002):

- Amend Drainage and Grading Regulations
- Amend the City's Initial Study checklist under the California Environmental Quality Act
- Revise Development Review processes (discretionary and ministerial reviews)
- Develop construction- and post construction-storm water best management practices applicability checklists
- Develop construction- and post construction-storm water best management practices requirements checklists.
- Create Storm Water Best Management Practices Requirements Information Bulletin
- Develop Local SUSMP with Guidelines specific to each Priority Project Category
- Prepare/Implement education program
- Prepare/Implement training program
- Initiate revisions to the Drainage Design Manual to add construction and post-construction storm water best management practices
- Assess & Revise storm water budget

Year 2 (July 1, 2002 – June 30, 2003):

- Continue revisions to the Drainage Design Manual
- Complete Local SUSMP preparation & implementation
- Implement Year Two Education activities
- Implement Year Two Training activities
- Prepare & submit annual assessment form
- Assess & Revise storm water budget

Year 3 (July 1, 2003 – June 30, 2004):

- Complete Drainage Design Manual update
- Implement Year Three Education activities
- Implement Year Three Training activities
- Prepare & submit annual assessment form
- Assess & Revise storm water budget

Year 4 (July 1, 2004 – June 30, 2005):

- Implement Year Four Education activities
- Implement Year Four Training activities
- Prepare & submit annual assessment form
- Assess & Revise storm water budget

Year 5 (July 1, 2005 – June 30, 2006):

- Implement Year Five Education activities
- Implement Year Five Training activities
- Prepare & submit annual assessment form
- Assess & Revise storm water budget

Actual implementation of the activities listed above is dependent upon identification of funding in future yearly budgets and City Council approval.

3.2.4 Annual Assessment

The following form is representative of the quantitative and qualitative measures that will be tracked by the Storm Water Program regarding the Development Review & Permitting component in order to prepare the Jurisdictional Urban Runoff Management Program annual assessment. *These assessment factors and questions are presented for information only; some questions may be modified prior to each annual assessment period, and not all of the factors or questions below may apply to each component's responsible department(s).* Prior to each fiscal year, a tailored Annual Assessment Form will be distributed to responsible departments, and will include an Excel spreadsheet containing direct and indirect quantitative and qualitative measures similar to the example below. The Storm Water Program will provide a blank copy of the Annual Assessment Form and additional guidance to department management prior to the beginning of each fiscal year. Submission of this report will require department director approval.

Program Assessment Reporting Form – Development Review & Permitting

QUANTITATIVE ASSESSMENT:

Activity	Quantity	Units	Comments
Number of projects subjected to SUSMP requirements		#	Include ministerial and discretionary projects

QUALITATIVE ASSESSMENT:

1. Describe the major accomplishments of the your department's component over the past year. (General Plan or ordinance revisions, procedure/approval process changes, SUSMP guidance material)

2. Summarize the educational and outreach activities the Development Services Department has conducted over the past year to educate staff, community planning groups and the public on water quality principles.

3. Summarize new activities or improvements to be implemented next year as a result of your self-assessment.

4. Other comments.

FINANCIAL ASSESSMENT:

Estimated annual storm water
expenditures:

Personnel Expenditures: _____

Non-personnel Expenditures: _____

Total expenditures: _____